

**Republic of the Philippines**  
**Province of Batangas**  
**Municipality of Lemery**  
**Request for Publication of Vacant Positions**

**To: CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of Local Government Unit-Lemery in the CSC website:

**EULALIO M. ALILIO**

Municipal Mayor

Date: June 28, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I (Utility Worker I)	20	1	9,459.00	Must be able to read and write	None required	None required	None required (MC 11 s.96- Cat III)		Office of the Municipal Mayor - Lemery, Batangas
2	Administrative Aide I (Utility Worker I)	4	1	9,459.00	Must be able to read and write	None required	None required	None required (MC 11 s.96- Cat III)		Office of the Municipal Civil Registrar -Lemery, Batangas
3	Administrative Aide I (Utility Worker I)	5	1	9,459.00	Must be able to read and write	None required	None required	None required (MC 11 s.96- Cat III)		Office of the Municipal Civil Registrar -Lemery, Batangas
4	Administrative Aide III (Driver I)	18	3	10,723.00	Elementary School Graduate	None required	None required	Driver License (MC 11 s.96- Cat II)		Office of the Municipal Health - Lemery, Batangas

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than July 18, 2018.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

EULALIO M. ALILIO

Municipal Mayor

Ilustre Ave., District III, Lemery, Batangas

[office\\_of\\_the\\_mayor@yahoo.com](mailto:office_of_the_mayor@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**